OMB No. 3136-0059 Expires: 6/30/92

National Endowment for the Humanities

BUDGET FORM

Project Director James F. Adomanis, Edward C. Papenfuse	If this is a revised budget, indicate the NEH application/grant number:			
Applicant Organization	Requested Grant Period			
Anne Arundel County Public Schools/ Maryland State Archives	From	Jul/97 mo/yr	Jun/99 	

The three-column budget has been developed for the convenience of those applicants who wish to identify the project costs that will be charged to NEH funds and those that will be cost shared. FOR NEH PURPOSES, THE ONLY COLUMN THAT NEEDS TO BE COMPLETED IS COLUMN C. The method of cost computation should clearly indicate how the total charge for each budget item was determined. If more space is needed for any budget category, please follow the budget format on a separate sheet of paper.

When the requested grant period is eighteen months or longer, separate budgets for each twelve-month period of the project must be developed on duplicated copies of the budget form.

SECTION A - budget detail for the period from _	Jul/97	_to	Jun/98
	mo/yr		mo/yr

1. Salaries and Wages

Provide the names and titles of principal project personnel. For support staff, include the title of each position and indicate in brackets the number of persons who will be employed in that capacity. For persons employed on an academic year basis, list separately any salary charge for work done outside the academic year.

name/title of position	no.	method of cost computation (see sample)	NEH Funds (a)	Cost Sharing (b)	Total (c)
James F. Adomanis, Co-director	[1]	35 x \$325	\$3,250.00	\$8,125.00	\$11,375.00
Edward C. Papenfuse, Co-director	[1]	20 x \$400	\$8,000.00	\$0.00	\$8,000.00
Judy Mauriello, Co-director	[1]	20 x \$261	\$0.00	\$5,220.00	\$5,220.00
Sarah Stiles, Facilitator	[]	35 x \$200		\$7,000.00	\$7,000.00
R. J. Rockefeller, Facilitator		35 x \$250	\$8,750.00		\$8,750.00
Teachers - summer session	[12]	10 x \$200	\$24,000.00		\$24,000.00
Teachers - school year	[12]	10 x \$200		\$24,000.00	\$24,000.00
		SUBTOTAL	\$44,000.00	\$44,345.00	\$88,345.00

2. Fringe Benefits

If more than one rate is used, list each rate and salary base.

rate		salary base	(a)	(b)	(c)
30.0%	of	\$64,345.00	\$6,000.00	\$13,304.00	\$19,304.00
8.0%	of	\$24,000.00	\$1,920.00	\$0.00	\$1,920.00
		SUBTOTAL	\$7,920,00	\$13 304 00	\$21 224 00

3. Consultant Fees

Include payments for professional and technical consultants and honoraria.

name or type of consultant	no. of days on project	daily rate of compensation	(a)	(b)	(c)
Scholars (1)	_ 1	\$350.00	\$350.00		\$350.00
MSA Computer Staff (3) (var.)	15	\$320.00	\$4,800.00		\$4,800.00
Evaluator (1)	2	\$350.00	\$700.00		\$700.00
National Advisory Board (4)	3	\$350.00	\$4,200.00		\$4,200.00
	_				
		SUBTOTAL	\$10,050.00		\$10,050.00

4. Travel

For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. When a project will involve the travel of a number of people to a conference, institute, etc., these costs may be summarized on one line by indicating the point of origin as "various." All foreign travel must be listed separately.

from/to	no of total trapersons. day		transportation costs	NEH Funds (a)	Cost Sharing (b)	Total (c)
] []]				
Princeton to Annapolis	[1][4] \$650.00	\$300.00	\$950.00		\$950.00
	[] []				
]				
	[] []				
]				
]				
]				
			SUBTOTAL	\$950.00		\$950.00

5. Supplies and Materials

Include consumable supplies, materials to be used in the project, and items of expendable equipment; i.e., equipment items costing less than \$500 or with an estimated useful life of less than two years.

item Digital Document Packets	basis/method of cost computation 5 @ \$2500	(a) \$12,500.00	(b) \$0.00	(c) \$12,500.00
Oversize graphics	12 sets of 4 images x 5 packets x \$15	\$3,600.00		\$3,600.00
Electronic storage media (disks)	purchase cost		\$300.00	\$300.00
Educational software	12 sets of 3 programs x var.	\$8,000.00		\$8,000.00
	SUBTOTAL	\$24,100.00	\$300.00	\$24,400.00

6. Services

Include the cost of duplication and printing, long distance telephone, equipment rental, postage, and other services related to project objectives that are not included under other budget categories or in the indirect cost pool. For subcontracts over \$10,000, provide an itemization of subcontract costs on this form or on an attachment.

item Bus transportation	basis/method of cost computation 1 trip @ \$800 + 1 trip @ \$500	(a) \$1,300.00	(b)	(c) \$1,300.00
Electronic classroom	purchase cost		\$30,000.00	\$30,000.00
MSA enhancements to classroom	purchase cost		\$14,000.00	\$14,000.00
MSA Conference room	22 days x \$100		\$2,200.00	\$2,200.00
	SUBTOTAL	\$1,300.00	\$46,200.00	\$47,500.00

7. Other Costs

Include participant stipends and room and board, equipment purchases, and other items not previously listed. Please note that "miscellaneous" and "contingency" are not acceptable budget categories. Refer to the budget instructions for the restriction on the purchase of permanent equipment.

restricti	on on the purchase	oi perman	ent ed	basis/method of cost compl	utation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Substit	utes (12)			12 x 10 days x \$50		\$6,000.00		\$6,000.00
Lunche	eons & Refreshments			12 days x 20 people x 3	510	\$2,400.00		\$2,400.00
In-serv	ices			2 schools x 5 days x 16 pec	ople x \$5	\$4,800.00		\$4,800.00
				S	JBTOTAL	\$13,200.00		\$13,200.00
8. Tota	al Direct Costs (ad	dd subtota	ls of it	ems 1 through 7)		\$101,520.00	\$104,149.00	\$205,669.00
✓	indicate the base aga Applicant chooses to	inst which it use a rate n ossed rate, the s.)	will be not to ex	H if application is funded. (Pr charged and the amount of i sceed 10% of direct costs, le e against which the rate will b	ndirect costs.) tems, up to a max	imum charge of \$5	,000. (Under
	B.	rate(s)		base(s)		NEH Funds (a)	Cost Sharing (b)	Total (c)
		10.0%	of	\$205,669.00		\$2,500.00	\$18,067.00	\$20,567.00
			of					
				TOTAL INDIREC	T COSTS	\$2,500.00	\$18,067.00	\$20,567.00
10. Tი	tal Project Costs	(direct a	nd in	direct) for Budget Pe	riod	\$104,020.00	\$122,216.00	\$226,236.00
		, 550 a		50., .c. Baagot i c				

OMB No. 3136-0059 Expires: 6/30/92

National Endowment for the Humanities

BUDGET FORM

Project Director James F. Adomanis, Edward C. Papenfuse	If this is a revised budget, indicate the NEH application/grant number:
Applicant Organization	Requested Grant Period
Anne Arundel County Public Schools/ Maryland State Archives	From Jul/97 Jun/99 mo/yr mo/yr

The three-column budget has been developed for the convenience of those applicants who wish to identify the project costs that will be charged is

on duplicated copies of the budget form SECTION A - budget det		the pe	riod	from	Jul/98	to	Jur	1/99	
o_onon/n waagorao.		60			mo/yr		mo	o/yr	
1. Salaries and Wages Provide the names and titles of principal of persons who will be employed in the done outside the academic year.				•					
name/title of position	no.	met		cost computa e sample)	tion	NEH Fund (a)	s	Cost Sharing (b)	Total (c)
James F. Adomanis, Co-director	[1]		•	ays x \$325		\$3,250.	00	\$7,150.00	\$10,400.00
Edward C. Papenfuse, Co-director	(1]		20) x \$400		\$8,000.		\$0.00	\$8,000.00
Judy Mauriello, Co-director	' , _ [1]	25 x \$261				\$0.	—	\$6,525.00	\$6,525.0
R. J. Rockefeller, Facilitator	, _ [1]	25 x \$250			\$6,250.			\$6,250.0	
Sarah Stiles, Facilitator	'		2:	5 x \$200			<u> </u>	\$5,000.00	\$5,000.0
Teacher - summer session	[12]		10) x \$200		\$24,000.	.00		\$24,000.0
Teachers - school year			6	x \$200			_	\$14,400.00	\$14,400.0
				SU	BTOTAL	\$41,500	.00	\$33,075.00	\$74,575.00
2 Frings Bonofite									
_	rate and sa	rate 30.0%	of	salary base \$50,575.00		(a) \$5,251.	.00	(b) \$9,922.00	(c) \$15,173.00
_	rate and sa	rate		-)	. ,			\$15,173.00
_	rate and sa	rate 30.0%	of	\$50,575.00)	\$5,251.	.00	\$9,922.00	(c) \$15,173.00 \$1,920.00 \$17,093.00
f more than one rate is used, list each r	-	rate 30.0% 8.0%	of of	\$50,575.00 \$24,000.00 SU))	\$5,251.	.00	\$9,922.00 \$1,920.00	\$15,173.00 \$1,920.00
f more than one rate is used, list each r 3. Consultant Fees nclude payments for professional and to	- - technical c n	rate 30.0% 8.0% consultants ao. of days on project	of of	\$50,575.00 \$24,000.00 SU onoraria. daily rate o compensation	BTOTAL	\$5,251. \$0. \$5,251.	.00	\$9,922.00 \$1,920.00	\$15,173.00 \$1,920.00 \$17,093.00 (c)
2. Fringe Benefits If more than one rate is used, list each r 3. Consultant Fees Include payments for professional and to name or type of consultant Scholars (3) Evaluator (1)	- - technical c n	rate 30.0% 8.0% consultants oo. of days	of of	\$50,575.00 \$24,000.00 SU onoraria. daily rate o	BTOTAL	\$5,251. \$0. \$5,251.	.00	\$9,922.00 \$1,920.00 \$11,842.00	\$15,173.00 \$1,920.00 \$17,093.00

name or type of consultant	no. of days on project	daily rate of compensation	(a)	(b)	(c)
Scholars (3)	1	\$350.00	\$1,050.00		\$1,050.00
Evaluator (1)		\$350.00	\$700.00		\$700.00
National Advisory Board (4)	3	\$350.00	\$4,200.00		\$4,200.00
					-
					-
		SUBTOTAL	\$5,950.00		\$5,950.00

4. Travel

For each trip, indicate the number of persons traveling, the total days they will be in travel status, and the total subsistence and transportation costs for that trip. When a project will involve the travel of a number of people to a conference, institute, etc., these costs may be summarized on one line by indicating the point of origin as "various." All foreign travel must be listed separately.

from/to	no of total trav persons. days	el subsistence costs	transportation costs	NEH Funds (a)	Cost Sharing (b)	Total (c)
New York to Annapolis	[1] [2]	\$225.00	\$300.00	\$525.00		\$525.00
Princeton to Annapolis	[1] [4]	\$650.00	\$300.00	\$950.00		\$950.00
	[] []					
	[] []					
	[] []					
	[] []					
	[] []					
			SUBTOTAL	\$1,475.00		\$1,475.00

5. Supplies and Materials

Include consumable supplies, materials to be used in the project, and items of expendable equipment; i.e., equipment items costing less than \$500 or with an estimated useful life of less than two years.

item	basis/method of cost computation	(a)	(b)	(c)
	SUBTOTAL			

6. Services

Include the cost of duplication and printing, long distance telephone, equipment rental, postage, and other services related to project objectives that are not included under other budget categories or in the indirect cost pool. For subcontracts over \$10,000, provide an itemization of subcontract costs on this form or on an attachment.

item MSA Conference room	basis/method of cost computation 22 days x \$100	(a)	(b) \$2,200.00	(c) \$2,200.00
Bus Transportation	1 trip @ \$800 + 1 trip @ \$500	\$1,300.00		\$1,300.00
	SUBTOTAL	\$1,300.00	\$2,200.00	\$3,500.00

7. Other Costs

Include participant stipends and room and board, equipment purchases, and other items not previously listed. Please note that "miscellaneous" and "contingency" are not acceptable budget categories. Refer to the budget instructions for the restriction on the purchase of permanent equipment.

item	basis/method of cost computation	NEH Funds (a)	Cost Sharing (b)	Total (c)
Substitutes (12)	12 x 3 days x \$50	\$1,800.00		\$1,800.00
In-services	12 schools x 3 days x 16 people x \$7	\$4,032.00		\$4,032.00
Luncheons & Refreshments	10 days x 20 people x \$10	\$2,000.00		\$2,000.00
	SUBTOTAL	\$7,832.00		\$7,832.00
8. Total Direct Costs (add subtotals	s of items 1 through 7)	\$63,308.00	\$47,117.00	\$110,425.00
indicate the base against which it was Applicant chooses to use a rate no	to NEH if application is funded. (Provide an estinwill be charged and the amount of indirect costs. It to exceed 10% of direct costs, less distorting it is base against which the rate will be charged, and) tems, up to a max	imum charge of \$5	000. (Under
name of federal agency	date of	f agreement		-
B. rate(s) 10.0%	base(s) of	NEH Funds (a) \$2,500.00	Cost Sharing (b) \$8,543.00	Total (c)
	of			\$11,043.00
	of TOTAL INDIRECT COSTS	\$2,500.00	\$8,543.00	\$11,043.00

SECTION B - Summary Budget and Project Funding SUMMARY BUDGET

Transfer from section A the total costs (column c) for each category of project expense. When the proposed grant period is eighteen months or longer, project expenses for each twelve-month period are to be listed separately and totaled in the last column of the summary budget. For projects that will run less than eighteen months, only the last column of the summary budget should be completed.

First Year/ from: Jul/97 to: Jun/98	Second Year/ from: Jul/98 to: Jun/99	Third Year/ from: to:	TOTAL COSTS FOR ENTIRE GRANT PERIOD
\$88,345.00	\$74,575.00		\$162,920.00
\$21,224.00	\$17,093.00		\$38,317.00
\$10,050.00	\$5,950.00		\$16,000.00
\$950.00	\$1,475.00		\$2,425.00
\$24,400.00	\$0.00		\$24,400.00
\$47,500.00	\$3,500.00		\$51,000.00
\$13,200.00	\$7,832.00		\$21,032.00
\$101,520.00	\$110,425.00		\$211,945.00
\$20,567.00	\$11,043.00		\$31,610.00
\$226,236.00	\$121,468.00		\$347,704.00
	from: Jul/97 to: Jun/98 \$88,345.00 \$21,224.00 \$10,050.00 \$950.00 \$24,400.00 \$47,500.00 \$13,200.00 \$101,520.00 \$20,567.00	from: Jul/97 to: Jun/98 \$88,345.00 \$21,224.00 \$17,093.00 \$10,050.00 \$950.00 \$1,475.00 \$24,400.00 \$47,500.00 \$13,200.00 \$101,520.00 \$11,0425.00 \$11,043.00	from: Jul/97 to: Jun/98 \$88,345.00 \$174,575.00 \$21,224.00 \$17,093.00 \$10,050.00 \$5,950.00 \$1,475.00 \$24,400.00 \$3,500.00 \$13,200.00 \$110,425.00 \$20,567.00 \$11,043.00

PROJECT FUNDING FOR ENTIRE GRANT PERIOD

	Cost Sharing:2		Requested from NEH:1
\$151,266.00	Cash Contributions	\$169,828.00	Outright
\$26,610.00	In-Kind Contributions		Federal Matching
	Project Income		
\$177,876.00	TOTAL COST SHARING	\$169,828.00	TOTAL NEH FUNDING

\$347,704.00

Total Project Funding (NEH Funds + Cost Sharing)3 =

2 Indicate the amount of cash contributions that will be made by the applicant or third parties to support project expenses that appear in the budget. Include in this amount third-party cash gifts that will be raised to release federal matching funds. (Consult the program guidelines for information on cost-sharing requirements.)

Occasionally, in-kind (noncash) contributions from third parties are included in a project budget as cost sharing; e.g., the value of services or equipment that is donated to the project free of charge. If this is the case, the total value of in-kind contributions should be indicated. When a project will generate income that will be used during the grant period to support expenses listed in the budget, indicate the amount of income that will be expended on budgeted project activities.

3 Total Project Funding should equal Total Project Costs.

Institutional Grant Administrator

Complete the information requested below when a revised budget is submitted. Block 11 of the application cover sheet instructions contains a description of the functions of the institutional grant administrator. The signature of the person indicates approval of the budget submission and the agreement of the organization to cost share project expenses at the level indicated under "Project Funding."

JOHN BELSER, Financial Officer, AA Public Schools	Telephone	(410) 222-5300
Name and Title (please type or print)		
	Date	
Signature		
NEH Appli	cation/Grant Number:	

¹ Indicate the amount of outright and/or federal matching funds that is requested from the Endowment.